

City of Hart, Michigan
CITY COUNCIL AGENDA
August 10, 2021, 7:30 PM
407 State St. – Council Chamber
NOTICE OF PUBLIC MEETING
REGULAR COUNCIL MEETING

**THIS NOTICE IS GIVEN AND PUBLISHED PURSUANT TO
MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES
EMERGENCY ORDER UNDER MCL 333.2253 – GATHERING LIMITATIONS AND MASK
ORDER OF June 1, 2021 AND PA 228 OF 2020 AMENDMENT TO SECTION 3 OF PA 267 OF 1976
OPEN MEETINGS ACT**

1. Call to Order
2. Roll Call – Burillo, Evans, Hodges, Powers, Rybarz Jr., Trygstad, Platt
3. Pledge of Allegiance
4. Approval of Agenda
5. Public Comments – **Public comment on any matter that is not included on the agenda for a public hearing by the Council. We ask that you please limit your comments to 3 minutes**
 - a. Correspondence, Events, Presentations
 - i. Audit Engagement letter from city auditor Maner Costerisan
 - ii. Paul Cutter – BioPure water quality presentation (PowerPoint)
6. Consent Agenda:
 - a. Approval of Minutes from July 27, 2021 Council meeting.
 - b. Bills, Claims, Payroll
 - c. Reports of Boards, Commissions, and Committees
 - d. Department Reports – Police/BioPure/Public Works/Energy/C&E Dvlp.
7. Action Items
 - a) Resolution 2021 – 64 BS&A Fixed Asset Software purchase authorization
 - b) Ordinance 2021 – 07 FEMA Flood Plan (First Reading)
8. Discussion Items
 - a. Special Event Permit – Hispanic Heritage Celebration
9. City Manager Report
10. Communications from the Mayor and Council
11. Adjournment –

Access is provided through the Michigan Relay Service for individuals with speech or hearing impairments. <https://hamiltonrelay.com/michigan/index.html>



Maner Costerisan PC
2425 E. Grand River Ave.
Suite 1
Lansing, MI 48912-3291
T: 517 323 7500
F: 517 323 6346
www.manercpa.com

July 12, 2021

To the City Council
City of Hart, Michigan

We are engaged to audit the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Hart (the City), Michigan, for the year ended June 30, 2021. Professional standards require that we provide you with the following information related to our audit. We would also appreciate the opportunity to meet with you to discuss this information further since a two-way dialogue can provide valuable information for the audit process.

Our Responsibilities under U.S. Generally Accepted Auditing Standards and *Government Auditing Standards*

As stated in our engagement letter dated June 18, 2020, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

As part of our audit, we will consider the internal control of the City. Such considerations are solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will also perform tests of the City's compliance with certain provisions of laws, regulations, contracts, and grants. However, providing an opinion on compliance with those provisions is not an objective of our audit.

Our responsibility is to plan and perform the audit to obtain reasonable, but not absolute, assurance that the financial statements are free from material misstatement. As part of our audit, we will consider the internal control of the City. Such considerations will be solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control. We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters.

Generally accepted accounting principles provide for certain required supplementary information (RSI) to supplement the basic financial statements. Our responsibility with respect to the management's discussion and analysis, budgetary comparison information, and OPEB schedules, which supplement the basic financial statements, is to apply certain limited procedures in accordance with generally accepted auditing standards. However, the RSI will not be audited and, because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance, we will not express an opinion or provide any assurance on the RSI.

We have been engaged to report on other supplementary information, which accompany the financial statements but are not RSI. Our responsibility for this supplementary information, as described by professional standards, is to evaluate the presentation of the supplementary information in relation to the financial statements as a whole and to report on whether the supplementary information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Planned Scope, Timing of the Audit, and Other

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested.

Our audit will include obtaining an understanding of the City and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the City or to acts by management or employees acting on behalf of the City. We will generally communicate our significant findings at the conclusion of the audit. However, some matters could be communicated sooner, particularly if significant difficulties are encountered during the audit where assistance is needed to overcome the difficulties or if the difficulties may lead to a modified opinion. We will also communicate any internal control related matters that are required to be communicated under professional standards.

We expect to begin our audit procedures in September 2021 and issue our report on or before December 31, 2021. Steven R. Kirinovic, CPA is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

This information is intended solely for the use of the City Council and management of the City of Hart and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

Mary Costeiran PC



**CITY OF HART
407 S. STATE ST.
HART, MI 49420
COUNCIL PROCEEDINGS
JULY 27th 2021
MINUTES – Draft**

PRESENT: Mayor Vicki Platt, Councilors: Catalina Burillo, Jim Evans, Mike Powers, Fred Rybarz, and Kris Trygstad.

ABSENT: Dean Hodges

OTHERS PRESENT: City Manager – Rob Splane, City Clerk – Karla Swihart, Bio-Pure – Paul Cutter, DPW Superintendent – Brad Whitney, Energy Superintendent – Michael Schiller, Nichole Kleiner (HEART), Sharon Hallack,

Mayor Platt called the meeting to order; following the roll call, the mayor led the Council in the pledge of allegiance.

APPROVAL OF AGENDA: C. Burillo motioned to approve the agenda and was supported by J. Evans

- Ayes: 6 Nays: 0 Absent: 1

PUBLIC COMMENTS: Sharon Hallack contacted the Herald Journal after last weeks City Council meeting a new resident, during public comments mentioned how there is a lack in advertising what is going on in the City, and Sharon asked if they offered free subscriptions to residents new to the area and they do! So they will be receiving a 6wk subscription to the Herald-Journal.

CORRESPONDENCE, EVENTS, PRESENTATIONS: City Manager Rob Splane implemented new tablets for the Council members. And believed they could be helpful by setting them all up the same way; when we encounter communication issues, other members of the council, myself, or city staff can help answer questions. The City is also starting to implement Microsoft teams which is another excellent tool for communication and sharing files on projects. The open meetings Act is still in place as well.

CONSENT AGENDA:

- Approval of minutes from July 13, 2021
- Bills, Claims, Payroll
- Reports of Boards, Commissions, and Committees
- Department Reports – Police/BioPure/Public Works/Energy/C&E Dvlp
 - C. Burillo motioned to approve Consent Agenda supported by J. Evans
 - Ayes: 6 Nays: 0 Absent: 1

ACTION ITEMS:

- Resolution 2021-60 Authorize City Manager to execute lease agreement on purchase of Street Sweeper
The City of Hart operates and maintains a fleet of trucks and other equipment, and the Public Works Department proposes to replace a non-functional 2006 Elgin P-Series Pelican, and the Public Works Street Sweeper should be replaced with the proposed demo unit due to high cost and frequency of repairs to older equipment of this type, and this is a planned, budgeted expense for this replacement unit and in order to secure the benefits of efficient self-government and to promote and protect our common interests and welfare, The Hart City Council hereby declares: Now, therefore, be it resolved that the Hart City Council, Authorizes the City Manager to sign and execute the proposed lease agreement to purchase a 2018 Demo model Elgin Pelican from Bell Equipment for the cost of \$205,000 and accept the "AS-IS condition" trade-in offer of \$10,000 for the current non-functioning street sweeper reducing the total purchase cost to the City of Hart of \$195,000.
 - C. Burillo motioned to approve Resolution 2021-60 and supported by J. Evans.
 - Ayes: 6 Nays: 0 Absent: 1
- Resolution 2021-61 Acceptance of American Rescue Act Funds and Establishment of Fund 285
The City of Hart, accepting the award of \$216,455 from the American Rescue Plan Act Fiscal Recovery Fund, authorize the City Manager to execute all documents related to the acceptance and amend the budget accordingly by creating Fund-285 – Stimulus Grant Fund. On March 11, 2021, the Federal Government enacted Public Law 117-2, known as the "American Rescue Plan Act of 2021" or "ARPA," to provide additional relief to address the continued impact of the Coronavirus Disease of 2019 ("COVID-19") pandemic on the economy, public health, state and local governments, individuals and businesses. On May 10, 2021, the United States

Department of Treasury announced the launch of the Coronavirus and Local Fiscal Recovery Funds, established by ARPA, to provide \$350 billion in emergency funding for eligible state, local, territorial, and Tribal governments to recover from the COVID-19 pandemic. The State has computed the City of Hart allotment of Fiscal Recovery Funds to be \$216,455. This allotment will be paid to the city over two years. The ARPA permits the City to use the Fiscal Recovery Funds to cover eligible costs incurred during the period beginning March 3, 2021 and ending December 31, 2024. Eligible costs generally include recovery of revenue losses, and negative economic impacts from the Final guidance is still being developed related to eligible costs. The City plans to have ongoing dialogue and transparency regarding appropriation of these funds. Now, therefore, be it resolved that the Hart City Council authorizes the City Manager to file an application, supplement r amendment for a federal, state, or other grants from Stimulus Funding and that the City Treasurer can amend the budget to create Fund 285, Stimulus Grant Fund, for all stimulus-related revenues and approved costs.

- C. Burillo motioned to approve Resolution 2021-61 and supported by J. Evans
 - Ayes: 6 Nays: 0 Absent: 1
- Resolution 2021-62 Approve pay rate increase for Energy Department Staff

The City of Hart owns, operates, and maintains the Hart Hydro Electric Facility staffed by an energy Superintendent, Lead Journey Line Worker, Journey Line Workers, and Apprentice Line Workers, and there is a wage inequity between the City of Hart Energy Department Employees and local entities currently hiring for similar roles and should be corrected and to ensure the City retains qualified, professional staff in an effort to provide the best possible service to our residents, community, industry stakeholders and in order to secure the benefits of efficient self-government and to promote and protect our common interests and welfare, The Hart City Council hereby declares; Now, therefore, be it resolved that the Hart City Council approves and authorizes a wage increase of union and non-union Hart Energy Department staff of 15% effective July 30th, 2021

 - C. Burillo motioned to approve Resolution 2021-62 and supported by M. Powers
 - Ayes: 6 Nays: 0 Absent: 1
- Resolution 2021-63 Authorization to accept engineering proposal to perform electric system modeling

The City of Hart owns and operates an electric distribution system, and previous electric system study's and planning documents are antiquated and in need of updating and City staff and City engineers have investigated the proper steps to take in an effort to ensure proper system maintenance and reliability, and GRP Engineering has prepared a proposal to begin survey and planning work beginning with developing a system model, and the Hart Energy Superintendent and the City engineering firm recommend moving forward with the proposal for electric System Modeling, and cash reserves are available to fund this program estimated at \$20,000 and in order to secure the benefits of efficient self-government and to promote and protect our common interests and welfare, the Hart City Council hereby declares; Now, therefore, be it resolved that the Hart City Council accepts and approves the recommendation to proceed with GRP Engineering Services Proposal for Electric System Modeling, Authorizes and directs the City manager to sign and execute the proposal for an estimated fee of \$20,000 including expenses on behalf of the City of Hart.

 - M. Powers motioned to approve Resolution 2021-63 and supported by F. Rybarz
 - Ayes: 6 Nays: 0 Absent: 1

DISCUSSION ITEMS:

- Hart Area Fire Department property ownership.

Years ago, the City of Hart purchased the property that the fire department currently sits on. The fire board has indicated they have several capital improvements they would like to start working on. They now own the property to the south of them and are looking to enquire the current Firebarn property from the City of Hart so they can have continuous property and perform capital improvements on the existing building that sits on the City property. The fire board ensured that they have no plans on ever moving the fire department from the City of Hart. However, the City would draw up an agreement that gets adopted that if the fire department were ever to move, the City would enquire that property back. As long as there is no objection from the Council, City Manager R. Splane will work with City Attorney to draw up an agreement and present it at the next City Council meeting.
- Boards and Commissions – Discussion on current appointee schedule conflicts.

R. Splane wanted to see if any of the Council members have scheduling conflicts with the current boards that they are on? C. Burillo did bring up that she cannot attend any Board Meetings during the hours of 8 am-5 pm

due to her work schedule. R. Splane will bring to the next City Council Meeting will have a list of board meetings, times, and what Council member sits on what board.

CITY MANAGER'S REPORT:

- City Manager R. Splane gave a copy of the Manager's report to all Council members to review. A few items he touched base on
- City of Hart Community Page is live, and almost 100 people have joined in the first four days.
- Resolved City Phone system extension issues.
- 88th Substation Emergency repairs, Mike continues to work with the vendor to establish a clear explanation of the inflated repair cost.
- Brickley Delong is to begin pre-audit work next week.
- Wigton Street issue – Wigton has become a high-priority street repair due to failing infrastructure. Myself and the DPW superintendent have been working with our engineers on this matter and have come up with a few options that will be presented at the next council meeting. I just wanted Council to be aware of this issue.


COMMUNICATIONS FROM THE MAYOR AND COUNCIL:

- M. Powers asked how the Pocket Park project is coming. Pocket Park is complete, but a few items that need some attention and are being addressed. The final payment to the contractor will not be released until all issues have been completed.
- C. Burillo had a question on sidewalks and asked what a Concrete Planner to Plan off sidewalks is? B. Whitney explained that the DPW would be working on sanding down sidewalks that need repairs by sanding down those that are 1 inch or lower.

ADJOURN:

- There being no further business to come before the Council, the meeting adjourned at 8:21 pm upon a motion by C. Burillo and supported by J. Evans. The next regularly scheduled meeting will be on August 10th, 2021, at 7:30 pm.

Respectfully Submitted



Karla Swihart , City Clerk

Pay Code ID	Distribution	Sup Hours	Reg Hours	Reg Gross	Ot Hours	OT Gross	Gross	Check Date
32DPW - ADAMS, MATTHEW T								
15X	101-441.000-702.900	0.00	0.00	0.00	2.00	77.50	77.50	08/05/2021
	Employee Totals:	0.00	0.00	0.00	2.00	77.50	77.50	
19WWP - KIES, CHRISTOPHER A								
15X	590-527.100-702.900	0.00	0.00	0.00	2.00	77.50	77.50	08/05/2021
2X	590-527.100-702.900	0.00	0.00	0.00	2.00	103.32	103.32	08/05/2021
	Employee Totals:	0.00	0.00	0.00	4.00	180.82	180.82	
46DPW - LLOYD, FRANKLIN J								
15X	590-527.200-702.900	0.00	0.00	0.00	2.00	78.70	78.70	08/05/2021
2X	590-527.100-702.900	0.00	0.00	0.00	2.00	104.92	104.92	08/05/2021
	Employee Totals:	0.00	0.00	0.00	4.00	183.62	183.62	
113HPD - MANTYCK, ELIZABETH A								
15X	101-301.000-702.900	0.00	0.00	0.00	3.00	123.99	123.99	08/05/2021
	Employee Totals:	0.00	0.00	0.00	3.00	123.99	123.99	
	Grand Totals:	0.00	0.00	0.00	13.00	565.93	565.93	

Payroll ID: 128

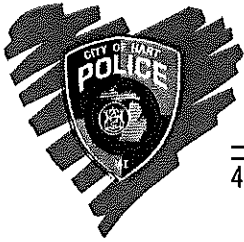
* YTD values reflect values AS OF the check date based on all current adjustments, checks, void checks

Grand Totals for Payroll:

Pay Code Id	Hours	OT Hours	Cur. Amnt.	YTD Amnt.*	Ded/Exp Id	Cur. Amnt.	YTD Amnt.*
15X	0.00	9.00	357.69	5,283.39	AFLAC	221.88	3,550.08
2X	0.00	4.00	208.24	2,688.42	AFLDI	147.97	2,367.52
COMP	21.00	0.00	665.19	1,176.07	AFLIF	15.72	251.52
FTO	226.50	0.00	7,178.80	67,634.96	ALERUS 401	1,514.26	23,274.59
HOL	16.00	0.00	544.32	1,961.52	ALERUS 401 AD	8.00	128.00
HOURLY	1,721.50	0.00	49,221.83	708,549.04	ALERUS 457	1,200.00	17,475.00
					ALERUS 457P	1,964.19	34,688.03
					FITW	5,709.66	95,429.53
					LIFE	21.90	175.20
					LOAN	159.86	2,557.76
					LV465	241.92	1,924.56
					MED	1,507.41	19,446.58
					MEDICARE_EE	818.51	13,673.83
					PHONE	35.00	280.00
					SITW	2,180.11	36,059.94
					SOCSEC_EE	3,499.70	58,467.31
					UNI45	201.00	1,608.00
					UNIFM	25.75	416.95

Gross Pay This Period	Deduction Refund	Ded. This Period	Net Pay This Period	Gross Pay YTD	Dir. Dep.
58,176.07	0.00	19,472.84	38,703.23	966,679.08	36,071.77

* = Check Adjustment



City of Hart Police Department

407 State Street

Ph. (231)873-2488 Fax (231)873-0100

Hart, MI 49420-1259

Juan Salazar, Chief

TO: City of Hart Mayor, City Council, and City Manager
FROM: Juan Salazar, Chief of Police
DATE: August 10th, 2021

RECENT EVENTS

From Thursday, July 22nd, 2021, through Wednesday, August 4th, 2021, the Hart Police Department received 94 complaints ranging from Suspicious Situations, Property Checks, Operating While Intoxicated, Assault & Batteries, Larcenies, Ordinance Violations, Assist to Other Agencies, Medical Assists, Animal Complaints, Vehicle Violations, Malicious Destruction of Property, Alarms, Illegal Entry, Property Damage Crashes, Fraud Complaints, Parking Complaints, Warrant Arrests and Well-Being Checks.

On Thursday, July 22nd, 2021, the Hart Police Department received information of a suspected intoxicated driver in the 4000 block of Polk Road. The driver, a 67-year-old Hart man, attempted to purchase alcohol from a local business but was refused service. The man's vehicle was noted traveling eastbound on Polk Road, and a traffic stop was initiated on Polk Road near Oceana Drive. The man was arrested and lodged at the Oceana County Jail for Operating a Motor Vehicle While Intoxicated (Alcohol).

On Sunday, July 25th, 2021, the Hart Police Department was dispatched to the 600 block of Griswold Street to assist the Hart Fire Department with a dryer fire. A resident reported the dryer within the home to be sparking, and a large amount of smoke was filling the home. The dryer was unable to be unplugged due to the outlet the dryer was plugged into had melted. All occupants of the home exited the home until the Hart Fire Department evaluated the issue.

On Monday, July 26th, 2021, the Hart Police Department was dispatched to the 700 block of Griswold Street regarding a Larceny/Malicious Destruction of Property Complaint. A 45-year-old Hart woman explained that the gas can within the bed of her vehicle had been drained of fuel on several occasions. In addition, a vehicle also on the property, which is covered by a car cover, also has been noted to be uncovered on several occasions and damage done to the vehicle. An investigation is ongoing.

On Tuesday, July 27th, 2021, the Hart Police Department was dispatched to the 400 block of Church Street about an Unlawful Entry/Conditional Bond Release Violation. A 42-year-old Hart woman on bond restriction prohibiting the woman from being at this residence witnessed a Hart man entering the residence. It should be noted; the Hart Police Department arrested the 42-year-old Hart woman for assaulting a Hart man within the home. An investigation is ongoing.

On Tuesday, July 27th, 2021, the Hart Police Department was dispatched to Oceana Drive near Tyler Road regarding a Personal Injury Crash. A 33-year-old Hart man failed to yield for a 56-year-old Shelby man traveling northbound on Oceana Drive. As a result, the Hart man and passenger, a 5-year-old child, sustained minor injuries resulting from the collision. The Hart Police Department was assisted by the Oceana County Sheriff's Office and LIFE EMS.

On Thursday, July 29th, 2021, the Hart Police Department was made aware that a 59-year-old Hart man had turned himself into the Mason County Sheriff's Office on several outstanding warrants for his arrest. The man had two (2) outstanding warrants for his arrest out of the Hart Police Department and one (1) outstanding warrant from the Pentwater Police Department. The man was arrested and lodged at the Oceana County Jail regarding these warrants.

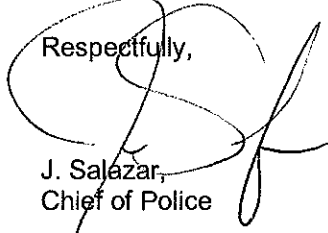
On Saturday, July 31st, 2021, the Hart Police Department was dispatched to the 4000 block of Polk Road, referencing a fire with the building. A fire had started behind the building's stove area, which employees had extinguished before the officer's arrival. No injuries were reported to the responding officer. The Hart Fire Department also arrived on the scene to evaluate the area.

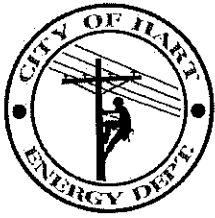
On Tuesday, August 2nd, 2021, the Hart Police Department was confronted by an individual who wanted to remain anonymous, to report a threat of workplace violence in the 3000 block of Chauvez Road in Mason County. A 48-year-old Ludington man arrived at his place of employment intoxicated and suspected to be on drugs. The man disclosed to a co-worker of having difficulties with his wife and suspecting his wife to be cheating on him. The man then disclosed he owned a .45 caliber handgun and threatened to kill all employees within the facility. Due to jurisdictional boundaries, this complaint was turned over to the Michigan State Police, Hart Post, for further investigation.

On Tuesday, August 2nd, 2021, the Hart Police Department was dispatched to the 700 block of East Main Street regarding a Criminal Sexual Conduct complaint. An 80-year-old Hart man inappropriately touched a 90-year-old Hart woman. The woman had been touched in the breast area by the man, which several individuals had witnessed. An investigation is ongoing.

Respectfully,

J. Salazar,
Chief of Police





Hart Energy Department

3907 N. Oceana Drive
Hart, Michigan 49420
Off: 231-873-5367
Mike Schiller, Superintendent
Email - mschiller@cityofhart.org

Council Report 8/10/2021

Hart Energy is doing well and staying healthy. The crew has been staying very busy with a lot of projects going on.

The Energy Department has had American Energy Services inspecting the power poles throughout our system. AES has been here the last two weeks and completed their inspection on 8-5-2021. We have numerous poles that have to be replaced but overall there are less than we expected to be replaced.

We have started on changing out power poles and transferring lines to new poles. The Energy Dept has recently completed a big job reconfiguring wire direction and structures on State St near Fifth Third Bank.

We had an outage at our Industrial Substation causing a recloser to catch fire. The crew was able to have customers back with power in approximately thirty minutes. We are getting prices on replacement gear for that location. The Energy Dept will be working with GRP to fix problem so we do not have to hire a contractor to do the work.

Please feel free to call with any questions.

Thanks, Mike Schiller/Hart Energy



RESOLUTION 2021-64
Hart City Council
City of Hart, Michigan

BS&A Fixed Asset Software

WHEREAS, the City of Hart oversees short term and long term financial planning and budget forecasting for the city residents, business partners, community stakeholders; and

WHEREAS, the City's current software program developed by BS&A (Bath, MI) has successfully been utilized by scores of local government entities in Michigan; and

WHEREAS, the City requires a new all encompassing solution to help track it's fixed assets, their maintenance, useable life cycle, planned replacment; and

WHEREAS, staff has reviewed the BS&A product that will integrate seamlessly with the city's current software solution allowing for budget integration and long-term capital improvement forecasting; and

WHEREAS, in order to secure the benefits of efficient self-government and to promote and protect our common interests and welfare, the City Council hereby declares:

NOW THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL:

Accepts the February 23, 2021 BS&A proposal in the amount of \$5,110 for financial management software, implementation and training.

Authorizes and directs the City Manager to accept and sign the proposal on behalf of the City of Hart.

Moved by _____, supported by _____ and thereafter adopted by the Hart City Council at a regular council meeting held on August 10th, 2021.

Ayes: ___ Nays: ___ Absent: ___

Proposal for Software and Services, Presented to...

City of Hart, Oceana County MI

February 23, 2021

Quoted by: Steve Rennell



Thank you for the opportunity to quote our software and services.

At BS&A, we are focused on delivering unparalleled service, solutions, support, and customer satisfaction. You'll see this in our literature, but it's not just a marketing strategy... it's a mindset deeply embedded in our DNA. Our goal is to provide such remarkable customer service that our customers feel compelled to remark about it.

*We are extremely proud of the many long-term customer relationships we have built. Our success is directly correlated with putting the customer first and consistently choosing to **listen**. Delivering unparalleled customer service is the foundation of our company.*

Cost Summary

Applications and Annual Service Fee prices based on an approximate parcel count of 985. Software is licensed for use only by municipality identified on the cover page. If used for additional entities or agencies, please contact BS&A for appropriate pricing. Prices subject to change if the actual count is significantly different than the estimated count.

Applications

Financial Management

Fixed Assets .NET	\$1,990
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Data Conversions/Database Setup

Convert existing Excel data to BS&A format:

Fixed Assets (Asset Information)	\$995
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Project Management and Implementation Planning

Services include:

- Analyzing customer processes to ensure all critical components are addressed.
- Creating and managing the project schedule in accordance with the customer's existing processes and needs.
- Planning and scheduling training around any planned process changes included in the project plan.
- Modifying the project schedule as needed to accommodate any changes to the scope and requirements of the project that are discovered.
- Providing a central contact between the customer's project leaders, developers, trainers, IT staff, conversion staff, and other resources required throughout the transition period.
- Installing the software and providing IT consultation for network, server, and workstation configuration and requirements.
- Reviewing and addressing the specifications for needed customizations to meet customer needs (when applicable).

\$425



Implementation and Training

- \$850/day
- Days quoted are estimates; you are billed for actual days used

Services include:

- Setting up users and user security rights for each application
- Performing final process and procedure review
- Configuring custom settings in each application to fit the needs of the customer
- Setting up application integration and workflow methods
- Onsite verification of converted data for balancing and auditing purposes
- Training and Go-Live

Software Setup	Days:	1		\$850
Financial Management Applications	Days:	1		\$850
	Total:	2	Subtotal	\$1,700



Cost Totals

Not including Annual Service Fees

Applications	\$1,990
Data Conversions/Database Setup	\$995
Project Management and Implementation Planning	\$425
Implementation and Training	\$1,700
Total Proposed	\$5,110
<i>Travel Expenses</i>	<i>\$710</i>

Payment Schedule

- 1st Payment: **\$1,420** to be invoiced upon execution of this agreement.
- 2nd Payment: **\$1,990** to be invoiced at start of training.
- 3rd Payment: **\$2,410** to be invoiced upon completion of training.



Annual Service Fees

Unlimited support during your first year with the program is included in your purchase price. Thereafter, Service Fees are billed annually. After two (2) years, BS&A Software reserves the right to increase the Annual Service Fee by no more than the yearly Consumers Price Index for All Urban Consumers U.S. city average (CPI-U).

Financial Management	
Fixed Assets .NET	\$400



Additional Information

Program Customization

BS&A strives to provide a flexible solution that can be tailored to each municipality's needs. However, in some cases, custom work may be required. Typical examples include:

- ∨ custom payment import/lock box import
- ∨ custom OCR scan-line
- ∨ custom journal export to an outside accounting system
- ∨ custom reports

If you require any custom work, please let us know so that we can better understand the scope of your request and include that in a separate proposal.

Acceptance

Signature constitutes...

1. An order for products and services as quoted
Quoted prices do not include Program Customization, training beyond the estimated number of days, or recommended Bank Reconciliation Consultation
2. Agreement with the proposed Annual Service Fees
3. Acceptance of BS&A's hardware recommendations required to efficiently run the .NET applications

Signature **Date**

BS&A PLEDGE. We offer a one-year, risk-reversal pledge on our software. If, up to a year after installation, you are not happy with our software and service, you can return our software for a full refund.

Returning Accepted Proposal to BS&A

Please return the entire proposal, with signature/date (this page) and contact information (next page) filled out, by any of these methods:

Mail: BS&A Software
14965 Abbey Lane
Bath, MI 48808

Fax: (S17) 641-8960

Email: srennell@bsasoftware.com

Once your proposal is received, a BS&A representative will contact you to begin the scheduling process.

Contact Information

If any mailing addresses are PO Boxes, please also provide a Street Address for UPS/Overnight mail.

If additional contacts need to be submitted, please make a copy of this page.

Key Contact for Implementation and Project Management

Name _____ Title _____

Phone/Fax _____ Email _____

Mailing Address _____

City, State, Zip _____

IT Contact

Name _____ Title _____

Phone/Fax _____ Email _____

Mailing Address _____

City, State, Zip _____



ORDINANCE ADDRESSING FLOODPLAIN MANAGEMENT PROVISIONS OF THE STATE CONSTRUCTION CODE

Community Name: **City of Hart** County: **Oceana**

Ordinance Number 2021-01

An ordinance amendment to designate an enforcing agency to discharge the responsibility of the City of Hart located in Oceana County, and to designate regulated flood hazard areas under the provisions of the State Construction Code Act, Act No. 230 of the Public Acts of 1972, as amended.

The City of Hart ordains:

Section 1. AGENCY DESIGNATED. Pursuant to the provisions of the state construction code, in accordance with Section 8b(6) of Act 230, of the Public Acts of 1972, as amended, the Building Inspector of the County of Oceana is hereby designated as the enforcing agency to discharge the responsibility of the City of Hart under Act 230, of the Public Acts of 1972, as amended, State of Michigan. The County of Oceana assumes responsibility for the administration and enforcement of said Act throughout the corporate limits of the community adopting this ordinance.

Section 2. CODE APPENDIX ENFORCED. Pursuant to the provisions of the state construction code, in accordance with Section 8b(6) of Act 230, of the Public Acts of 1972, as amended, Appendix G of the Michigan Building Code shall be enforced by the enforcing agency within the jurisdiction of the community adopting this ordinance.

Section 3. DESIGNATION OF REGULATED FLOOD PRONE HAZARD AREAS. The Federal Emergency Management Agency (FEMA) Flood Insurance Study (FIS) Entitled "Oceana County, Michigan (All Jurisdictions)" and dated 8/24/2021 and the Flood Insurance Rate Map(s) (FIRMS) panel number(s) 26127CIND0B and 26127C0150D, effective August 24, 2021, and 26127C0175C, effective August 4, 2014 are adopted by reference for the purposes of administration of the Michigan Construction Code and declared to be a part of Section 1612.3 of the Michigan Building Code, and to provide the content of the "Flood Hazards" section of Table R301:2(1) of the Michigan Residential Code.

Section 4. REPEALS. All ordinances inconsistent with the provisions of this ordinance are hereby repealed.

Section 5. PUBLICATION. This ordinance shall be effective after legal publication and in accordance with the provisions of the Act governing same.

Adopted this 24th day of August 2021.

This ordinance was duly adopted on August 24th, 2021, at a regular meeting of the Hart City Council and will become effective on September 13, 2021.

Moved by _____, supported by _____ and thereafter adopted by the Hart City Council at a regular council meeting held on August 24th, 2021.

Ayes: ___ Nays: ___ Absent: ___



CITY OF HART

407 S. State St., Hart, MI 49420

Ph: 231-873-2488 Fax: 231-873-0100



SPECIAL EVENTS PERMIT

THE CITY IS NOT RESPONSIBLE FOR BY-STANDERS AT YOUR EVENT.

DATE OF APPLICATION: 7-30-2021

NAME OF EVENT: Hispanic Heritage Celebration

DATE OF EVENT: Sept. 18th TIME: 9:30 TO 10pm

RAIN DATE OF EVENT: MUST PROVIDE Event will be held rain or shine.

LOCATION AND/OR ROUTE OF EVENT: Hart Commons & Downtown Area

Washington St to Main St. Food vendors in the parking lot on the corner of State St & Main St.

DESCRIPTION OF EVENT: Family Friendly community event. Children activities, music on the commons & End the event w/ fireworks over Hart Lake

SPECIAL NEEDS:

NAME OF ORGANIZATION OR SPONSOR: Oceana Hispanic Center

ADDRESS: 11 E. Washington St.
Hart, MI 49420

CONTACT PERSON: Irma Hinojosa & Eva Berumen Reyna

PHONE: 231.301.8300

FAX:

EMAIL: OceanaHispanicCenter@gmail.com

X E. Berumen Reyna

7-30-2021

SIGNATURE OF EVENT COORDINATOR/SPONSOR

DATE

ALL CURRENT COVID-19 STATE MANDATED RESTRICTIONS MUST BE ADHERED TO. IT IS YOUR RESPONSIBILITY TO SCHEDULE THE LOGISTICS MEETING WITH THE CITY DEPARTMENTS INDICATED IF YOUR APPROVED PERMIT INDICATES THAT A MEETING IS NEEDED. PLEASE NOTE THAT A 7 - 10 DAY ADVANCE NOTICE WILL BE NEEDED TO SCHEDULE THE MEETING.

POLICE: 873-2488, DPW: 873-3100, HYDRO: 873-5367, EMS: 873-8240

SECTIONS BELOW TO BE COMPLETED BY THE CITY

PROOF OF LIABILITY INSURANCE FOR STREET SOLICITATION: YES OR NO

LOGISTICS MEETING NEEDED: YES OR NO

DEPT. ATTENDING: DPW POLICE EMS HYDRO

PERMIT NUMBER: APPROVED BY CITY COUNCIL/CITY MANAGER

DATE OF APPROVAL/DENIAL: YES OR NO

CONDITIONS:

CITY REPRESENTATIVE'S SIGNATURE: